

CITY OF REDMOND ARTS COMMISSION

MINUTES

April 10, 2003

Old Redmond Schoolhouse Community Center

COMMISSIONERS PRESENT: Chairperson Rebecca LaBrunerie, Kay Tarapolsi, Heidi Houghton, Phil Teller, Cara Byrne (arrived at 7:15 p.m.); Youth Advocate David Backes

ABSENT AND EXCUSED: Jill Schmidt, Una McAlinden, Malathi Jivan

STAFF PRESENT: Melna Skillingstead, Arts Administrator; Sandra Bettencourt, Recreation Program Manager

AUDIENCE PRESENT: None

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AGENDA

Note: Bold/italic text denotes Staff and Commissioner follow-up resulting from this meeting.

I. CALL TO ORDER

Chairperson Rebecca LaBrunerie called to order the regular meeting of the Redmond Arts Commission (RAC) at 7:05 p.m. at the Old Redmond Schoolhouse Community Center (ORSCC).

II. APPROVAL OF MINUTES

Motion for approval of the RAC minutes of March 13, 2003 as submitted by:
Commissioner Tarapolsi
Second by: Commissioner Houghton
Motion carried: 5-0 unanimous

III. ADDITIONS TO AGENDA

General RAC Business

- Commissioner Sabbatical
- Arts Card Participation
- Staff Reports – Cultural Development Authority Grants 2003

Visual / Arts Ed / Performing / Literary

- Arts Ed – Grant Brochures (Tarapolsi)
- Performing Arts – Winter Performance Wrap Up (Skillingstead)

IV. ITEMS FROM THE AUDIENCE

None present

V. GENERAL RAC BUSINESS

A. New Business

1. Commissioner Sabbatical

Skillingstead asked Commissioners to consider granting sabbatical to a Commissioner. Malathi Jivan would be interested in staying on the Commission if a sabbatical was granted. Jivan would be off the Commission for up to five months at least through August. Commissioners discussed ideas and options:

Motion for approval to allow an Arts Commissioner to resign for an indefinite time period, at which point RAC would seek to fill the vacancy; at the time of their desired return, said Commissioner would be recommended by staff to RAC as a “Commissioner with prejudice” at the first available vacancy to serve the remainder of their term; and, in the interim said Commissioner would be allowed to serve on a committee by: Commissioner Teller

Second by: Commissioner Tarapolsi

Discussion: Bettencourt stated that this policy already exists and a motion would not be needed. The motion was dropped.

Skillingstead will convey to Jivan that the Commission is in favor of her returning, but in the interim the RAC position would have to be filled. Upon her return, she would be recommended to the Commission at the next available vacancy, and in the interim, be recommended to serve on a committee.

2. Art Cards – Eastside Arts Coalition (EAC)

Skillingstead reported that EAC would like to work together with Eastside arts organizations on the marketing of an art card. It would be similar to a gift card with prepaid computerized denominations that people could buy for use at arts events on the Eastside, e.g., performances, etc. Skillingstead relayed that EAC is asking for RAC support (not funds) as a coalition member.

Houghton inquired as to the denominations on the cards. Teller would like to identify what the individuals buy with the cards, i.e., for what are the cards used. Skillingstead noted that because it is a computerized card, every time it is used, there would be a deduction from the total value.

Motion for staff to obtain more information regarding the art card prior to

Commission approval by: Commissioner Teller

Second by: Commissioner Tarapolsi

Motion carried: 5-0 unanimous

B. Continuing Business

1. RAC Resource List

LaBrunerie referenced the draft RAC “To Do” List. The purpose of the list is to avoid randomizing, to check in with status, and to help prioritize and organize.

Skillingstead offered a change in the header of the four right hand columns to read “Date Initiated, Action, and Date Completed (month/year).” *Commissioners and staff discussed and decided on these new headers for the Resource List (by column from left to right): “Name, Due Date, Description/Status, Date Initiated, Date Completed.”*

Bettencourt also suggested keeping a separate, ongoing archive list of accomplished items and the date they were completed. This list could be used as a basis for proposals and to show others, for example, City Council, what RAC has done. Commissioners could review the archive list either quarterly or annually. *Commissioners were in favor of having an archive list; Skillingstead will maintain the database, and Commissioners may e-mail her with updates.*

2. Flash Media Movie Updates

Skillingstead requested Commissioners make any final changes now before the media movie goes live (anticipated the beginning of May) on the web site. It is anticipated that an IS employee would maintain the site for RAC. Staff is now taking steps to establish what will be the web site process. *Byrne volunteered to write new copy for the Arts Education “button” for the media; LaBrunerie offered to help her.* Teller observed a need to address technical editing and timing errors in the media. Skillingstead responded that the flash media technicalities could not be changed now; only text may be changed. Bettencourt suggested Teller make a list of items needing adjustments and ask the IS employee to address them one at a time as they are able. *Teller will follow up with a list.*

Commissioners inquired about burning a CD with the flash media for outside presentations. ***LaBrunerie will e-mail the request to Skillingstead and she will investigate.***

Skillingstead explained that a paragraph on the RAC web site would warn users choosing the flash media that they would be leaving the RAC web site. Byrne preferred the flash media be put on the main RAC site, so that it is the first place users read about RAC. She asked staff for a test time on the web site placement. ***Skillingstead will investigate whether or not Commissioners could test usability on the web site before going live.***

Skillingstead emphasized that any corrections, changes, or alternate text (pertinent and generically written) must be made now to the existing text of the flash media. ***She also asked Commissioners to review the general RAC information on the web site and let her know of any changes needed.***

C. Staff Report

1. Joint Meeting with Park Board and Redmond Trails Commission

The meeting will be held May 21, 2003, 6:30 p.m., at ORSCC. ***Additional information will be e-mailed.*** Some food will be provided. Danny Hopkins, Parks and Recreation Director, will take the opportunity to address all three Commissions as one group.

2. Derby Days Food/Water/Entertainment

In response to Commissioners' question at last month's meeting regarding food and water provisions for volunteers at Derby Days, Skillingstead answered that these are for the employees working the event all day who cannot leave the site to get lunch. There will be a separate room where volunteers can get a snack.

Skillingstead proposed the following groups as potential entertainment for the parade and for Redmond Arts Day:

- One-World Taiko: this group expressed interest and availability (but not all members may be available for the parade)
- Greg Bennick – Interactive Juggler is interested and available
- Redmond High School marching band (has not responded to invitation as yet)

Commissioners selected the One World Taiko to perform for Redmond Arts Day in the Council chambers. For the parade, Commissioners favored using the juggler along with the art cars. Commissioners opposed using the marching band, as it might be too overwhelming along with the other performers.

Teller proposed using Seattle "fire spinners" who spin streamers (when fire is prohibited) on sticks for the parade. ***Commissioners favored these and asked***

Teller to follow up. Teller has already e-mailed the Seattle fire spinners to solicit participants.

Skillingstead noted the performer costs are factored into the budget already. Tarapolsi supported including as many performers as possible. Houghton expressed concern that the juggler, as a single performer, would not receive enough attention mixed in with the art cars. Skillingstead assured her that people on different age levels notice different aspects of the parade.

Skillingstead will finalize the Derby Days schedule next Tuesday. ***She asked Commissioners to inform her as soon as possible if they want a performer to be included in the promotional publicity.*** Commissioners confirmed they want the art cars, the juggler, and the fire spinners for the Derby Days parade. ***Teller will forward the e-mails he sent to Seattle fire groups to LaBrunerie so she can reply and reinforce the invitation, and to Skillingstead who will reply with parameters and deadlines. Teller will e-mail them a list of the fire groups.***

3. Cultural Development Authority (CDA) Sustained Support Grant – 2003

Skillingstead reported the 2003 CDA support funding for RAC is \$10,080, only \$1,920 less than the \$12,000 received in 2002. With the \$10,080, RAC would have more money than was anticipated in the budget. Since this amount was not expected, Skillingstead suggested RAC use this money toward Arts in the Parks performances, which had lost some funds from corporate sponsors. (See discussion Performing Arts VII.A.2)

Byrne asked regarding sustainability of CDA funding in future years. Skillingstead suggested she ask the question at the next LLA meeting, which would be on 5/22/03 at the ORSCC.

VI. Visual Arts

A. Project(s) Status

1. Visual Arts Committee Meeting Report

Tarapolsi reviewed the following e-mailed Visual Arts Committee meeting notes of 3/24/03:

a. 1-Percent for Arts:

- Perrigo Park
 - \$45,000 total budget was approved by the City Council on March 18th.
 - Artists are needed to create artifacts to hang in the columns designed by Elizabeth Conner. Conner is drafting the Call to Artists to be sent out for samples of work.
- Grass Lawn Park

- \$20,000-\$30,000 is anticipated for an art project.
- As a sports theme park, the theory is to commission another sports-oriented piece. The existing two pieces—the soccer and basketball players—will remain as placed.
- Tarapolsi suggested the Anderson's (sculpture garden tile cow artists) to create tiled sidewalks. Teller suggested contacting Jack Gunther to create a piece. A Call to Artists will be sent out for this project.

b. Art outside the Box

- Teller reported that for the art to be long lasting, a toxic paint would have to be used; therefore, kids could not work on this project. A professional would have to be hired to put the artwork on the boxes.
- Skillingstead mentioned that a traffic signal would be going in the front corner of ORSCC. RAC could work at the start of the project with the company, i.e., place the artwork on the box before street installation.
- Schmidt's previously designed artwork for the Wells Fargo/library box could be used. The Wells Fargo box and other existing boxes have been put on hold and will not be painted due to a problem with the boxes' sealer.
- The latex enamel is made by Far West in Tukwila; Sky Paint would make it graffiti proof (this is what Metro uses on its bus shelters).
- Teller contacted Seattle ScreenMakers NW to find the costs involved in making a transparency for the boxes. Original artwork would be taken to them to copy and color separate for the transparency. Transparencies are 3 feet by 2 feet and would cost \$50 each. Three color lithographs would cost \$150.
- Signs NW would provide the ink (costs vary with red being on the high end at \$37; white on the low end at \$26 per quart).

c. ArtWalk at the Redmond Town Center (RTC)

Tarapolsi has been in contact with Kelley Gast at RTC, but not meeting as yet. Gast has expressed interest in RTC's involvement with the sculpture garden, but would not be able to finalize locations until Rick Beason, Development Manager, has considered the concept. A meeting with RTC is anticipated prior to the next committee meeting 4/28/03. ***Byrne will contact Gast to encourage a meeting with Tarapolsi.***

RTC's two-part involvement in the sculpture exhibit:

- 1) Take one or two sculptures from the sculpture garden and install in the area west of RTC.
 - It is anticipated RTC would also provide funds to help pay for the artists' honorariums at \$500 each.
 - Total sculptures would depend on the financial partnership created with RTC.

- The piece(s) would be installed at the end of July and remain until next year.
- 2) Expand on bringing sculptures to RTC by moving the artists that sell out of the Saturday Market to the same space (west of RTC); they would remain from May to October.
 - Artists would arrive on a first come basis to get space, rather than sign up for a whole year as they do now for the Market.
 - This would bring traffic from the Sammamish River Trail to RTC and local businesses, and also encourage local art purchases by Marriott Hotel guests.
 - The artists would use their cars and provide their own tents and tables, etc; a staff person would be hired out of the rental funds to administer the program. Rental space costs would need to be determined.

d. Film Festival

- SecondStory Repertory was asked to partner with RAC by showing short films in their theatre, e.g., at \$5.00/person, to draw filmmakers to Redmond.
- Tarapolsi and Teller met on 4/1/03 with Mark Waldstein, SecondStory's Director of Marketing, to show sample movies of the type that would be presented to the public. Teller showed *The Long and Short of It* by Sean Astin and *White Face* by Brian McDonald.
- Waldstein would speak with Loew's Cineplex to confirm there would be no conflicts with their major releases; he does not anticipate a problem.
- SecondStory would only be available on Saturday and Sunday afternoons. The center section of the theater holds 80 people and the two side sections hold 25 people each. The theatre would be used only initially to launch the project, then would move elsewhere depending on growth.
- The City has all the equipment needed for the project. ***Teller will e-mail a list of equipment needs to Skillingstead and she will ascertain the availability and off-site usage.*** She noted that if money is generated from the project, at some point RAC could invest in its own equipment.
- Since RAC has no funding to start the film project, local free resources would be used, e.g., advertise in the *Redmond Reporter*, e-mail the first Call to Artists, etc., to publicize the event for attendance.
- ***Tarapolsi will research the Fundraising Center database*** at the library to discover possible grants for which to apply for future revenue. Depending on growth, additional sponsors would be sought later as well.
- The name of the Film Festival would be called *Not Hollywood*.

Commissioners and staff had these comments:

- Skillingstead suggested the CDA funding could be used toward this new film project.

- Houghton asked whether or not filmmakers would show their films on Sunday or Saturday afternoon. Teller responded that top industry filmmakers support making Redmond an independent film center. Teller reported that tickets for Seattle's annual film festival must be purchased weeks in advance. At that festival, the audience gets to vote on awards given to the different film categories.
- LaBrunerie suggested holding a reception at Border's Books prior to a film showing. She believed that Border's would be interested in supporting the artists' films.
- LaBrunerie suggested asking the Cineplex theatre to use their facility in the mornings, and if so, what time.

Skillingstead asked for a budget to be put together. ***Teller will write out the proposal including budget costs.***

Motion for approval of Teller and the Visual Arts Committee to proceed with gathering more data for *Not Hollywood* by: Commissioner Teller
Second by: Commissioner Byrne
Motion carried: 5-0 unanimous

Commissioners' and staff's continued comments:

- Houghton suggested perhaps using a different name for the film project. She also expressed concern that RAC had not established its goals, including whether or not they would want to involve films in their objectives.
- LaBrunerie supported taking the *Not Hollywood* idea to the next level to evaluate the strategy, times, equipment, budget, advertising, staff time, etc. ***Teller will gather the necessary information.*** Tarapolsi noted she would not be available for the information gathering due to her involvement with the Sculpture Garden Exhibit.
- Bettencourt reported the Teen Center is in the process of getting equipment donations for their new media center. ***She asked Teller for a list of equipment that could be included in the donations. He will follow up.***
- Houghton would like goals and objectives to be established first before officially affirming the project.
- LaBrunerie emphasized the concept stage would be considered first; then RAC could make the decision to proceed or not.
- ***Commissioners will discuss at the next meeting what they would want to cover at a retreat in terms of unresolved issues and goals. Houghton will e-mail related information to Skillingstead. Tarapolsi will e-mail an update of the committee's action items to Skillingstead for the Task List.***

2. Fire Station 11 Plaza

Skillingstead presented the approved art plaza design drawings that will enhance the presentation of the bronze firefighter sculpture by Judy Phipps. Skillingstead reported that she, Roy Lehner, Park Planner, and Dave Tuchek, Park Operations Assistant Manager, met to discuss the plaza concept. Lehner designed three plaza scenarios based on input from Andy Hail of the Fire Department. Station 11 fire fighters were asked to give their preference of the three plaza designs. The plaza scenarios were designed to accommodate the tile mosaic bench. Fire fighters may do fund raising for the bench in the future, since RAC does not have the funding for a bench. Danny Hopkins, Parks and Recreation Director, has committed \$30,000 to \$40,000 to develop the plaza site.

Byrne reiterated she knows of a city group who might be interested in assisting with funding. Skillingstead asked Byrne to refer them to her for a meeting to explain the project, showing the bench model and drawing, to see if they are interested. ***Byrne will coordinate a meeting and bring a written proposal to RAC.*** It may be that the fire fighters could raise a percentage if the other group could not give the total cost. ***Houghton offered to help Byrne with protocols.***

Skillingstead reported the cost 1-1/2 years ago of the 16-foot mosaic bench was proposed at \$20,000. Byrne believed that the price was high relative to other artists' mosaic benches. Skillingstead asked Byrne for the names of artists specializing in this media so she could send them an invitation and ask them what they could provide for a designated amount of money. ***Byrne will follow up with artists' names. She will also contact Judy Phipps for today's prices on her mosaic bench.***

3. Sculpture Garden

Tarapolsi reported the sculpture garden was progressing well. Historically, sculpture installation would occur at the end of July. Some Commissioners would not be able to help at that time due to prior commitments. Skillingstead suggested she could contact artists and ask them to extend for a month, or there could be a month gap.

4. Volunteer Arts Awards Nominations

Deadline for the Volunteer Arts Awards nominations is the last Friday of April. Skillingstead asked Commissioners to identify the recipients for this year. The following were nominated:

- Diane Brudnicki – art teacher and author
- Nik Staritchenok – RAC flash media design
- Christopher Berns – RAC flash media design
- Lake Washington School District – RAC curriculum project advocacy (Julie Goldsmith or Don Saul recipient)
- Eastside Symphony – orchestra

Commissioners discussed the possibility of giving four awards instead of three. Skillingstead stated that costs would need to be identified from Garth Edwards for making the additional award, as well as determine feasibility.

Motion for approval of Nik Staritchenok, Cris Berns, and Lake Washington School District as the three recipients for the Volunteer Arts Awards for 2003 by: Commissioner Teller
Second by: Commissioner Tarapolsi
Motion carried: 5-0 unanimous

Skillingstead will notify the recipients. She asked those Commissioners who nominated the approved recipients to write up a nomination form. *Byrne will write a form for LWSD, and Houghton for Berns and Staritchenok. Skillingstead will send a letter to Brudniki to inform her she was nominated.*

Houghton proposed changing the name of the Volunteer Arts Awards. Byrne suggested naming it after an art supporter or patron. *She will contact Miguel Llanos for possible names.*

B. Funding Needs

None

C. Marketing

None

D. New Business

None

E. Staff Reports

1. Perrigo Park Art Funding Council Approval

City Council approved the art funding for Perrigo Community Park.

2. 90th Street Molds Availability

Skillingstead spoke with the project manager regarding the art molds used for the 90th Street Bridge. The molds are being stored and are available for use.

VII. Performing/Literary Arts

A. Project(s) Status

1. Write Out Loud!

LaBrunerie reported that *Write Out Loud!* starts 4/19/03. The organization process is progressing well.

2. Winter Performance Wrap up

Skillingstead reviewed the updated statistic sheet for the Winter Performance Series 2003. The money received for admissions/concessions would go back into the Performing Arts budget. Skillingstead asked Commissioners if those proceeds could go toward the Arts in the Parks series, especially since that program's budget is down by \$1,500. And if not, she asked Commissioners if they would consider taking \$2,000 from the CDA sustained support money instead. In referencing the Arts in the Parks schedule, she noted there are not as many performances as last year.

Teller supported putting money into higher/better performers for the Winter Performance Series, seeking better talent and better marketing. He supported keeping the proceeds in the Winter Performance Series.

Commissioners discussed whether they should cut performances or move money. Byrne suggested partnering with Old Fire House Teen Center to share the best of the performers, to be performed at The Edge Skate Park instead of the Teen Center. Bettencourt supported the idea, and added that some donations/fund raisers might possibly contribute. Teller suggested fire spinners could be added with the teen show. Skillingstead will e-mail Jeff Bettger, Booking Coordinator for the OFH Teen Center band shows, to coordinate with Bettencourt and Kate Becker, Program Administrator of the Teen Center. Houghton advocated bringing in a more famous band versus a local one from the Teen Center. Backes concurred and volunteered to work with the booker to help select.

Teller proposed that instead of having a band, hold a dance with a top Seattle DJ, followed by a line up of four or five popular DJ's. Backes believed the idea would be well received by teens, with each DJ appealing to different groups of people.

Motion for approval of \$2,000 from CDA support grant money to go toward Arts in the Parks by: Commissioner Teller

Second by: Commissioner Tarapolsi

Motion carried: 5-0 unanimous

3. Donations Script

Deferred to next meeting.

B. Funding Needs

1. Revenue/Attendance Report

See VII.A.2.

C. Marketing

Winter Performance discussion of marketing, soliciting attendance, etc., was deferred to next month.

D. New Business

1. Film Festival

See VI.A.1.d.

E. Staff Reports

1. Redmond Arts Day

See V.D.2.

VIII. Arts Education

A. Project(s) Status

The following Arts Education meeting notes of 3/31/03 were received via e-mail from committee Vice Chair Byrne:

- On March 15, 2003, Byrne, Schmidt, Labrunerie and Julie Goldsmith of LWSD gave a successful presentation to a breakout group of 15-20 teachers and art educators from all over the state.
- *Arts Time* is the Office of the Superintendent for Public Instruction's art conference where teachers and educators from all over the state come together annually to support and educate themselves on the latest in the arts. Dr. Terry Bergueson spoke at the keynote address on Saturday. She was very supportive of the arts and believed the funding for the Arts WASL will be extended in June.
- On March 19, 2003, the LWPTSA Council Board met. Byrne and Julie Goldsmith spoke and answered questions to the board on a possible training for district art docents in April. After much conversation on the subject, the LWPTSA Council was still unable to commit the funds to support the training/advocacy meeting of the LWSD Art Docents. It was decided that a committee would be formed to further discuss the possible inclusion of the

docents in the curriculum development. A possible fall meeting is under consideration.

- The LWSD Staff Development Training for the K-2 Visual Arts and Literacy Lessons was held on March 19 and 26, 2003. Byrne and Meredith Essex trained nine teachers March 19, and thirteen teachers on March 26. The staff development class was the first teacher training that was district funded. The evaluations were very positive and the teachers would like more training in the future. LWSD has not committed to additional training in the fall of 2003.
- On March 31-April 4, the grades 3-6 Visual Arts and Literacy Pilot Training in the six Redmond schools was completed. McAlinden and John Nesbitt of LWSD will collect, photograph, and collate the documents to be sent to consultants Susy Watts and Meredith Essex.
- April and May will be spent in debrief meetings on the grades 3-6 Pilot and project as a whole, final grant reports, and any additional press and planning.
- Next meeting: April 7, 2003, 7:00 p.m. at ORSCC.

B. Funding Needs

None

C. Marketing

None

D. New Business

None

E. Youth Advocate

Backes will be looking for a new advocate to replace him, as he will be leaving for college at the end of the school year.

F. Brochures

Tarapolsi presented the two newly designed grant brochures, one for Arts Education and one for Organizational grants.

The 4/23/03 edition of the *Redmond Reporter* will publish an article on the Arts Education grants, advertising the deadline. Tarapolsi met with LWSD and sent e-mails to them announcing the deadline for Arts Education grant applications.

G. Cultural Congress Conference

Tarapolsi thanked staff for funding the attendance for LaBrunerie, Teller, and Tarapolsi at the Cultural Congress in Leavenworth, April 27 or 28, 2003.

H. Staff Report

City Council has formed a Salary Committee to take action for the mayor and council's salary. The committee will hold their televised meetings in the council

chambers on Thursday nights until 6/22/03. This conflicts with the RAC televised meeting in May. Skillingstead suggested Commissioners could either (1) meet 5/15/03 to have a televised meeting, (2) meet at ORSCC and not have a televised meeting, or (3) meet instead on the regular meeting date (5/8/03) at the Teen Center to tour their new media lab. ***Commissioners opted for the Teen Center and will meet there on 5/8/03.***

IX. ADJOURNMENT

Motion to adjourn by: Commissioner Tarapolsi

Second by: Commissioner Teller

Motion carried: 5-0 unanimous

The meeting adjourned at 9:15 p.m.

Minutes prepared by Recording Secretary, Pam Maybee

NEXT REDMOND ARTS COMMISSION MEETING:

May 8, 2003

Old Fire House Teen Center

7:00 p.m.